



POLICY STATEMENT ON PROVIDER ACCESS

Introduction

This policy statement sets out the Federation's arrangements for managing the access of providers to pupils at the school for the purpose of giving them information about the provider's education or training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

Pupil entitlement

All pupils in years 8-14 are entitled:

- to find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point;
- to hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies and group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses.

Management of provider access requests

Procedure:

A provider wishing to request access should contact:

Ed Rice

Federation Careers Leader

Telephone: 01392 482533

Email: erice@ellentinkham.devon.sch.uk

Alternatively, please contact our Heads of School/College. Details are available on our websites.

In the first instance, the provider should provide details of:

- Their target audience (age, number of students, criteria for identifying students to approach);
- Their offering to students;
- Whether the activity is planned for onsite at school or offsite; and
- Their proposed date-range.

Opportunities for access

A number of events, integrated into the school's careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers as outlined in this Careers Strategy. Please speak to our Careers Leader to identify the most suitable opportunity for you.

Premises and facilities

The school will make the main hall, classrooms or private meetings rooms available for discussions between the provider and students, as appropriate to the activity. The school will also make available audio, visual and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Careers Leader who will make this accessible to our pupils, parent carers and staff.

Grounds for Granting or Refusing Access:

- If the provider is not an approved training provider, the Federation retains the right to refuse access;
- Access will also be denied, if the provider fails to provide requested safeguarding-related documentation ahead of the visit. (Examples of possible documentation - proof of approved DBS check, copy of Public Liability Insurance Certificate);
- There may also be constraints on granting access due to the individual school's calendar and timetable.
- Providers should also provide copies of their promotional and presentation material to the individual school in advance.

Approved and reviewed as part of the Careers Strategy.